



DEPARTMENT OF THE ARMY
HEADQUARTERS, US ARMY GARRISON BENELUX
UNIT 21419
APO AE 09708

REPLY TO
ATTENTION OF
IMEU-CHV-EO/EEO

22 June 2005

MEMORANDUM FOR ALL PERSONNEL

SUBJECT: USAG Benelux Command Policy Letter 6*, Prevention of Sexual Harassment

1. REFERENCE. AR 600-20, 13 May 2002, Army Command Policy
2. PURPOSE. To establish policy and procedures for Prevention of Sexual Harassment
3. GENERAL

Sexual harassment is not tolerated in the USAG Benelux. Prevention of sexual harassment is the responsibility of every commander, director, manager, and supervisor.

(1) Sexual harassment is a form of gender discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when-

A. Submission to or rejection of such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, career, or

B. Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person, or

C. Such conduct interferes with an individual's performance or creates an intimidating, hostile, or offensive working environment.

(2) It is each individual's responsibility to know what sexual harassment is, to never tolerate its occurrence, and to report any violations to the chain of command. I expect each Soldier, family member, and civilian employee to help in the prevention of sexual harassment.

(3) Each commander, director, manager, and supervisor is responsible for ensuring that all employees within their organizations attend appropriate training.

4. If you believe that you are being sexually harassed, do not tolerate it! You are encouraged to confront the person responsible for the harassment. If it continues or if you think personal confrontation is not advisable, the situation must be brought to the attention of the chain of command. Complaints may be filed with the Equal Opportunity or the Equal Employment Opportunity Office. Complaints will be thoroughly investigated and resolved expeditiously. Reprisal against individuals who file sexual harassment complaints will not be tolerated by this command.


**Previously Policy Letter 29*

This memorandum is available at <http://www.80asq.army.mil/sites/commander/policy.asp>.

IMEU-CHV-EO/EEO

SUBJECT: USAG Benelux Command Policy Letter 6*, Commander's Policy on Prevention of Sexual Harassment

5. The proponent of this command policy is the Equal Opportunity Office, 361-5235 and the Equal Employment Opportunity Office at 361-5281/5876.


DEAN A. NOWOWIEJSKI
COL, AR
Commanding

DISTRIBUTION:

X, plus

CDR, USAG Schinnen

CDR, USAG Brussels

*Previously Policy Letter 29

This memorandum is available at <http://www.80asg.army.mil/sites/commander/policy.asp>.